

**BURNT YATES CHURCH OF ENGLAND (VA)
PRIMARY SCHOOL**

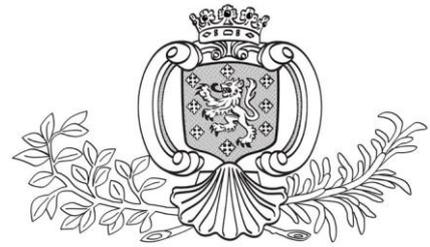
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Headteacher: Mrs J Palmer



5th September 2017

Dear Parents/Carers

Re: Arrangements for Buddies Wrap around Care

We are really pleased to confirm that we have appointed Miss Renae Frankland to join our team at Burnt Yates in addition to working in school during the day, Miss Frankland will also be running our Buddies Wrap around Care from Monday 11th September.

In addition to staffing changes within Buddies, we have analysed the parent questionnaires that you recently completed and based on the information you provided, we have amended our care to better suit your requirements. The changes are as follows:

- A cooked meal will no longer be offered on an evening. Within the hourly cost, a healthy snack will be offered to all children e.g. Hot buttered toast/crumpets, vegetable sticks/dips, fruit etc.
- Buddies will only run until 5.30pm. Our research showed that you only wanted care until 6pm on very rare occasions. On these rare occasions we may be able to provide this care if you are able to give plenty of notice for arrangements to be made.
- To enable the correct care to be provided, we require a booking form (included with this letter) to be completed before your child/ren stay to Buddies. On this form, we need you to tell us what care you will need for the following half term.

We are confident that these new arrangements will be suitable to fulfil your wrap around care requirements, but please do feel free to come in and speak with us if you feel we have missed anything.

Yours faithfully

Mrs J Palmer
Headteacher

